



CANNON BUILDING  
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DOVER, DELAWARE 19904-2467

STATE OF DELAWARE  
**DEPARTMENT OF STATE**

DIVISION OF PROFESSIONAL REGULATION

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**PUBLIC MEETING NOTICE: REAL ESTATE EDUCATION COMMITTEE**

**MEETING DATE AND TIME: Thursday October 7, 2010 at 9:30 a.m.**

**PLACE: Division of Professional Regulation**  
861 Silver Lake Boulevard, Cannon Building  
**Second Floor Conference Room A**  
Dover, Delaware

**AGENDA**

- 1.0 Call to Order
- 2.0 Review and Approval of Minutes
  - 2.1 Meeting Minutes – September 2, 2010
- 3.0 Unfinished Business
  - 3.1 Review Draft Regarding Proposed Changes to CE Requirements for First Time Salespersons
  - 3.2 Discussion Regarding the Revisions of the Broker's Core Course from the Subcommittee meeting
  - 3.2 CE Audit Review
- 4.0 New Business
  - 4.1 Review of Letters of Intent and Course Evaluations
  - 4.2 Review of Course Provider Applications
    - 4.2.1 Course Provider: McKissock, LP
      - 4.2.1.1 Course Title: Characteristics of Real Estate Title Insurance  
Credit Hours: 3.0
      - 4.2.1.2 Course Title: Appraisal Process for Real Estate Professionals  
Credit Hours: 6
      - 4.2.1.3 Course Title: S.A.F.E. Mortgage Licensing Act  
Credit Hours: 3
      - 4.2.1.4 Course Title: Site Selection, Design and Business Planning for Brokerages  
Credit Hours: 3
      - 4.2.1.5 Course Title: Listing Agreements

Credit Hours: 3

4.2.2 Course Provider: Association of Realtors School

4.2.2.1 Course Title: Accredited Buyer Representative (ABR)  
Credit Hours: 12

4.2.3 Course Provider: Delaware School of Real Estate

4.2.3.1 Course Title: DE Uniform Common Interest Ownership Act  
Credit Hours: 3  
4.2.3.2 Course Title: Difference Between DE and PA Real Estate Transactions  
Credit Hours: 3

4.3 Review of Instructor Applications

4.3.1 Alan Simmons  
Continuing Education: Professional Enhancement: Using the HP 10Bii Calculator  
4.3.2 Lynnell Morgan  
Continuing Education: Professional Enhancement: Listing Agreements/ Site Selection, Design and Business Planning for Brokerages  
4.3.3 Patricia O'Connor  
Continuing Education: Professional Enhancement: S.A.F.E Mortgage Licensing Act  
4.3.4 Davis Thomas  
Continuing Education: Professional Enhancement: Appraisal Process for Real Estate Professionals  
4.3.5 Richard McKissock  
Continuing Education: Professional Enhancement: Characteristics of Real Estate Title Insurance  
4.3.6 Edward Hatch  
Continuing Education: Professional Enhancement: CRS 200 Business Planning and Marketing/CRS Elec-New Negotiating Edge

4.4 Proposed Meeting Dates for 2011

5.0 Correspondence

6.0 Other Business before the Committee (for discussion only)

7.0 Public Comment

8.0 Next Meeting –November 4, 2010

9.0 Adjournment

**Please Take Note: To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:**

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

**A final amended agenda will be published to reflect any items received after the original agenda is posted.**

**Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.**

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL [customerservice.dpr@state.de.us](mailto:customerservice.dpr@state.de.us) IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.